



SECRETARY OF THE SENATE  
14 APR 22 PM 12:47

Michael Bennet, *Chair, DSCC*

Harry Reid, *Majority Leader*

---

COMMITTED TO KEEPING A DEMOCRATIC MAJORITY IN THE SENATE

April 21, 2014

Ms. Maureen Benitz  
Sr. Campaign Finance & Reviewing Analyst  
Reports Analysis Division  
Federal Election Commission  
999 E Street, NW  
Washington, DC 20463

Committee ID Number: C00042366

Reference: December Monthly Report (11/1/2013-11/30/2013)

Dear Ms. Benitz:

I am writing to describe the Democratic Senatorial Campaign Committee's practices and procedures for obtaining and disclosing the employer and occupation of individuals who contribute in excess of \$200.00 in a calendar year. The practices below illustrate our best efforts to comply with Commission regulations.

All DSCC solicitations include a clear and conspicuous request for the donor's full information including the full name, complete mailing address, occupation and name of employer. The solicitations inform the donor of the requirements of federal law for the reporting of this information.

If the donor does not provide the required information, the DSCC makes one follow-up, stand alone effort to acquire this information, regardless of whether the contribution(s) was solicited or not. The second request is made within 30 days after the receipt of the contribution and is made via written or documented oral request. Written requests are sent by mail and email. Postcards are sent to donors with prepaid return postage. These requests clearly ask for the missing information, without soliciting a contribution, and inform the contributor of the requirements of federal law for the reporting of such information.

If we receive contributor information after the contribution(s) has been reported, we include an addendum following Schedule A listing all donors whose information was received on the next regularly scheduled report.

---

120 Maryland Avenue, NE - Washington, D.C. 20002 - 202-224-2447

Contributions or gifts to the DSCC are not tax deductible.

Paid for by the Democratic Senatorial Campaign Committee www.dsc.org and not authorized by any candidate or candidate's committee

14020332704